

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

MEETING DATE: April 19, 2006 DIVISION: Public Works
BULK ITEM: Yes No x DEPARTMENT: Public Works Management
STAFF CONTACT PERSON: Dent Pierce

AGENDA ITEM WORDING: Presentation of Employee of the Month Award for February, 2006, to Beth Leto, Sr. Administrator, Public Works Division.

ITEM BACKGROUND: Mrs. Leto was chosen as Employee of the Month for February, 2006.

PREVIOUS RELEVANT BOCC ACTION: none.

CONTRACT/AGREEMENT CHANGES: n/a

STAFF RECOMMENDATION: Approval.

TOTAL COST: \$ BUDGETED: Yes: No:

COST TO COUNTY: \$ SOURCE OF FUNDS:

REVENUE GENERATED: Yes No

APPROVED BY: County Atty: OMB/Purchasing: Risk Management:

DIVISION DIRECTOR APPROVAL:


Dent Pierce

DOCUMENTATION: INCLUDED: X NOT REQUIRED:

DISPOSITION: AGENDA ITEM#:

Employee of the Month
February, 2006
Beth Leto

Beth Leto began her employment with Monroe County in June of 1983, in an entry-level office position at the County Attorney's Office. Several promotions and 12 years later, she transferred to the Public Works Division as executive assistant to Division Director Dent Pierce. In 1999, she was reclassified to her current position of Sr. Administrator after assuming the duties of the former Public Works Accountant.

Beth keeps the Division running smoothly handling the entire Division's budgets, setting up projects, preparing agenda items and preparing hurricane reimbursement worksheets, which have been numerous lately! Because of her knowledge, skills and abilities she can be left in charge of the Division in her Supervisor's absence. She readily helps anyone needing assistance, whether it's something small or large, within the Division or not. She was previously chosen as Employee of the Month for June of 1991, as well as the 1991 Employee of the Year.

Beth is a past member of the Employee Relations Committee and the Personnel Policies and Procedures Board, and she has served as an alternate on the Sick Leave Pool Committee for several years now. In 2003, she became a Certified Public Manager.

In addition to all of this, and raising two teenagers with her husband, she is currently working toward her Bachelor's Degree in Business Administration, majoring in Management. Beth is an outstanding employee and an asset to Public Works and Monroe County, and we are pleased to recognize her as Employee of the Month for February, 2006.